

Chelsea Place Townhome Owner's Association – CPTOA

www.chelseacircletownhomes.com

Board Meeting Minutes

Date: October 30, 2023 Time: 3:30pm-4:50pm

Location: 0N680 Napolitan Residence

Board Members in Attendance: Lisa Napolitan–President, Bill Riban–Vice President, Marc Heisler–Treasurer, Laurel Ingram–Secretary, Chuck Sahly – Member-at-Large

- **Owner's Forum:** Resident John Fikejs was present and made no comments.
- **Meeting Minutes:** Minutes for October 25, 2023, board meeting will be reviewed at the November 20th meeting.
- **Treasurer's Report:**
 - The October treasurer's report was approved at the October 25, 2023, board meeting.
- **Unfinished Business:**
 - A Town Hall meeting was held on Thursday, October 26, 2023, at the library to give an update to townhome owners on work completed by the board for the roof replacement project. The board presented three possible financial options for homeowners. Twenty-one homes were represented and there was good participation and discussion from those who attended. Suggestions were incorporated and a fourth option was created. A hand vote (one per townhome) was taken of those present to give the board an idea of what the owners would prefer to see. The most popular option was to replace all ten roofs within four years and collecting \$420,000 over a three year monthly assessment. There would also be the option for the homeowner to pay the full amount assessed at the beginning of the three year timeframe.
 - A vote was taken of the board and all members voted in favor of the assessment. The official board vote will be taken at the December 6 Board Meeting.
 - A committee of volunteers including Debbie and Sean Qwirk, Mike Young, and Sue Janis has been formed to help oversee the roof assessment project when it begins in 2024.
 - The next building to be painted in 2024 is #3.
 - The board went line-by-line through the proposed 2024 budget and examined past expenditures and anticipated costs. A motion was made to approve the 2024 budget and seconded.
 - The board has approved a snow removal contract with Elevations that will be paid by the push.
- **New Business:**
 - Marc Heisler has notified the board that he will be resigning his position as treasurer in December 2023 due to health reasons. This opens a third position on the board to be voted on at the December Homeowner's meeting.

The meeting was adjourned at 4:50pm.

Next Meeting: Monday, November 20, at 3:00pm.

Respectfully Submitted,
Laurel Ingram, Secretary